



# MEMORANDUM

## CITY OF WATERTOWN PLANNING OFFICE

245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601

PHONE: (315) 785-7730 – FAX: (315) 782-9014

TO: Planning Board Members

FROM: Kenneth A. Mix, Planning and Community Development Coordinator

SUBJECT: Site Plan Approval – Current Applications, 275 Bellew Avenue South

DATE: February 26, 2015

**Request:** Site Plan Approval for the construction of a 10,240 square foot building addition and 5,840 square foot parking area at 275 Bellew Avenue South, Parcel Number 9-43-101.240

**Applicant:** Timothy F. Titus of Aubertine and Currier on behalf of Don Clark of DC Building Systems, Inc. and George Anderson of Current Applications, Inc.

**Proposed Use:** Manufacturing of electric motors and parts.

**Property Owner:** Current Applications, Inc.

### Submitted:

Property Survey: Yes	Preliminary Architectural Drawings: Yes
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: Yes	Construction Time Schedule: Yes
Landscaping and Grading Plan: Yes	Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Unlisted

County Review: Yes

### Zoning Information:

District: Light Industrial	Maximum Lot Coverage: None
Setback Requirements: None	Buffer Zone Required: No

**Project Overview:** The applicant proposes the construction of a 10,240 square foot building addition and a 5,840 square foot parking area. The proposed addition will be located on the north side of the existing building which measures 20,056 square feet. The addition will allow Current Applications to improve efficiency, expand production and allow for the expansion of new product lines.

**Parking:** The Zoning Ordinance requires 200 square feet (1 space) of parking for each 1,000 square feet of building space in a Light Industrial district. Based on the existing 20,056 sq. ft. building and the 10,240 sq. ft. addition, 31 parking spaces are required. After the addition of the new parking lot and reconfiguration of a portion of the existing lot, there will be 60 total spaces provided, which exceeds the requirement.

**Sidewalks:** Pedestrian access from the existing parking lot to the main entrance is provided by an existing sidewalk along the west side of the building. A new sidewalk is proposed along the new parking lot with a connection to a door shown on the north side of the building. A new sidewalk is also proposed on the west side to connect the existing walk with another new door.

**Lighting:** The applicant depicts two new building mounted light fixtures on the north side of the proposed addition. The photometric information on the plan for the new lights shows that there will be no off-site light greater than 0.5 foot-candles.

**Grading and Drainage and Utilities:** The Engineering Department has reviewed the plans and has the following comments:

1. The “Design Point” used for preconstruction and post-construction runoff appears to be an arbitrary point connecting two drainage areas. The intent of the stormwater report is to show the affect on the City’s infrastructure (if any). Please update the stormwater design report to indicate the discharge (pre and post construction) to the City’s existing catch basins on Bellew Avenue South and Rail Drive. The report needs to consider the design of the stormwater treatment area and riser configuration.
2. Outlet structure includes weir openings. Please indicate elevations and size of openings on the survey drawings.
3. The Engineering Report states there is an existing 8” water service while the plans indicate an existing 6” water service. The applicant should verify which is correct and modify the plans if needed.
4. Results of the fire flow test to be conducted during the design of the sprinkler system shall be forwarded to the Engineering Dept. prior to the issuance of a building permit.

**Landscaping:** There is existing landscaping along the street right-of-way and along the existing building near the main entrance. The proposed landscaping includes a mix of deciduous and coniferous trees along the north side of the building. The proposed landscaping adequately meets the intent of the Planning Board’s Landscaping and Buffer Zone Guidelines with regard to exterior parking lot landscaping.

**SEQRA:** The NYSDEC has an online tool called the EAF Mapper that assists applicants with compiling answers to Part 1 of the Short Environmental Assessment Form (EAF). The EAF that was submitted for this project using the online tool identifies several areas of concern. First, the EAF indicates that the project area is located within an archaeologically sensitive area. The applicant has consulted with the State Historic Preservation Office (SHPO) who has determined that the project will have no impact upon cultural resources in the area. A copy of the letter from SHPO indicating no impact is attached to this report.

The EAF Mapper has also indicated that there are regulated wetlands on the site or on lands adjoining the site. This box was likely checked as there are wetlands on the property located approximately 500’ to the southwest. A copy of the Final Subdivision Plat for the City Center Industrial Park that was included in the Engineering Report illustrates this graphically and indicates that there are no wetlands on the subject property.

Finally, the EAF indicates that site of the proposed action may contain endangered or threatened species or their associated habitats are known to be within the boundaries of the project site. This issue should also be investigated further and additional information should be provided to address this issue. The City Engineering Dept. shall be copied on all future correspondence between the applicant and the Natural Heritage offices in regards to the

presence of threatened or endangered species on the site. Approval of the project from the aforementioned offices will be required prior to issuing a SEQR determination.

**Miscellaneous:** The applicant must obtain a letter from the property owner that authorizes the applicant to apply for a site plan approval.

The existing and proposed hours of operation and a construction schedule for the completion of the site expansion should be submitted.

The contractor and/or property owner must obtain a Building Permit prior to construction.

**Summary:** The following are the outstanding items that need to be addressed:

1. The stormwater design report shall be updated to indicate the discharge (pre and post construction) to the City's existing catch basins on Bellew Avenue South and Rail Drive and shall consider the design of the stormwater treatment area and riser configuration.
2. That applicant shall indicate elevations and size of the weir openings in the outlet structure on the survey drawings.
3. The applicant should verify whether the existing water service is 6" or 8" and modify the plans if needed.
4. The applicant shall forward the results of the fire flow test to be conducted during the design of the sprinkler system to the Engineering Dept. prior to the issuance of a building permit.
5. The issue of the presence of threatened or endangered species on the site should be investigated further and additional information should be provided prior to the City Council considering the Environmental Assessment Form for the project. The City Engineering Dept. shall be copied on all future correspondence between the applicant and the Natural Heritage offices.
6. The applicant must obtain a letter from the property owner that authorizes the applicant to apply for a site plan approval.
7. The existing and proposed hours of operation and a construction schedule for the completion of the site expansion should be submitted.

cc: City Council Members  
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Brian Drake, Civil Engineer II  
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